

PUBLIC WORKS COMMITTEE MEETING

May 7, 2018

3:00 p.m.

Members Present: Jim Zajkowski, Craig Kittel and Mike Montello

Others Present: Jeremiah Wendt, Mike Darrow, Michael Mroz, Noah Wiedenfeld, Joel Enders, John Harrington, Bonnie Erickson, Mark Stephens, and Lori Brinkman

Jim Zajkowski called the meeting to order at 3:04 p.m. Roll call was taken.

Mike Montello moved to adopt the agenda as presented, seconded by Craig Kittel and carried.

Mike Montello moved to approve the minutes from the February 5, 2018, meeting, seconded by Craig Kittel and carried.

North Pierson / High Street Address Change

At the February Public Works Committee and City Council meetings, City Council approved renaming portions of North Pierson Avenue, High Street, and Washington Avenue to Lakeside Drive. After notification went out to property owners, the City received a letter from one of the property owners expressing his concern about the name change. Jeremiah Wendt stated there was a staff miscommunication with regard to notifying property owners about the street name change so the issue has been brought back to the Public Works Committee. Property owners John Harrington (High Street) and Bonnie Erickson (North Pierson Avenue) stated their concerns about changing the street name and their reasons for wanting the street name(s) to remain the same. Discussion followed. Staff feels the street should have one street name, especially given that the street is more curvilinear after it was reconstructed in 2015. Mike Darrow stated the main reason for the street name change is for ease of finding properties (Lakeside Foods and each home) for deliveries, EMS, Fire, etc.

Jim Zajkowski made a motion to rename the portion of street currently known as North Pierson Avenue to High Street, seconded by Craig Kittel and carried. This item will now go to the City Council on Monday, May 14.

Knowles Avenue Corridor Study

Jeremiah explained the Public Works Committee has discussed several concerns in the Knowles Avenue corridor over the past year, including pedestrian crossings, traffic calming, and on-street parking. Since that time, the St. Croix River Crossing has opened and the Comprehensive Plan has been updated, which both affect the Knowles Avenue corridor as a whole. Jeremiah proposes a corridor study for Knowles Avenue that will look at parking and pedestrian and bicycle considerations among other things. He is looking for committee approval to contract with SEH for an amount not to exceed \$48,550 to begin a corridor study. Discussion ensued. Public Works Committee members would like to advertise for bids for the study and include the entire length of Knowles Avenue (Hwy 64 to Richmond Way). Jeremiah expressed his interest in moving forward with this study in a timely manner.

Mike Montello made a motion to move forward with Advertising for Bids for a Knowles Avenue Corridor study to include Knowles Avenue in its entirety, with a separate breakdown of the area from Hwy 64 to 11th Street, seconded by Craig Kittel and carried.

City "Welcome" Signs

Jeremiah explained the New Richmond welcome signs and locations. Since the City has grown, the welcome signs are no longer near the City limits and we need to explore new locations for the refurbished signs. Staff have identified possible sign placement locations for two of the welcome signs (one on the west side of town along Highway 64 on property owned by Lakeside Foods, and one on the south side of town south of Aldi on property owned by Derrick Construction) and would like authorization to discuss sign placements with the property owners and to draft easements.

Mike Montello made a motion to authorize discussion of sign placement and easement drafting, seconded by Craig Kittel and carried.

Public Works Surplus Property

Michael Mroz explained that the Public Works staff regularly reviews existing equipment inventory and identifies opportunities for enhanced efficiencies, lower costs, and higher quality of service. During the recent review, staff has identified several pieces of equipment that could be consolidated into one piece of equipment and identified other pieces that are no longer used or needed. Michael outlined equipment that could be sold on the WI Surplus Auction website. Funds from the equipment sales could be used toward the purchase of a Bobcat Toolcat 5610 with a snow blower and angle broom attachment. Discussion followed. If additional funds are still needed (after the online sale) for the purchase of the new Bobcat Toolcat, funds could come from the Parks and Streets Departments' equipment budgets.

Jim Zajkowski made a motion to post the surplus equipment for sale on the auction website and use funds to purchase a new Bobcat Toolcat 5610, seconded by Mike Montello and carried.

Downtown Trees

Noah Wiedenfeld discussed the trees in the downtown area along Knowles Avenue. The existing trees are ash trees that were planted in the early 1980s and have outgrown the tree grates. As preparations are made for sidewalk replacements this summer, and given the fact that the ash trees will likely need to be removed in the near future due to the spread of Emerald Ash Borer, City staff has identified six trees for removal and replacement. These trees would be the first phase of a three-phase tree replacement process. The six trees are located on the east side of South Knowles Avenue. Staff would like to purchase two-inch caliper Princeton Sentry Ginkgo trees, which would be approximately 10 feet tall when planted. Trees would be installed in roughly the same places as the current tree locations and staff would do this in conjunction with sidewalk panel repair/replacement. Noah has met with several of the business owners along South Knowles Avenue to get their feedback on tree grates, landscaping, and/or other edging possibilities. Business owners want to make sure lights will go back up on the new trees. Staff will make sure that electrical service is run to all trees and that lights are installed on the new trees. It is recommended that the removal and replacement of all downtown ash trees take place over a three-year period in a phased approach.

Mike Montello made a motion to authorize the removal and replacement of identified trees, incorporating the landscaping feedback from downtown business owners, seconded by Craig Kittel and carried.

2018 Street & Utility Projects

Jeremiah explained bids were opened today at 2:00 for the 2018 Street and Utility projects, which include 125th Street reconstruction, East Fourth Street utility improvements, County Road A Trail (Phase 1), and 125th Street/Paperjack Creek Nature Trail. Haas Sons, Inc., had the low bid. Jeremiah requests approval to present the bid information to the City Council at the May 14 meeting.

Mike Montello made a motion to bring the bid information for the 2018 Street and Utility projects to the May 14 City Council meeting, seconded by Jim Zajkowski and carried.

Residential Refuse and Recycling Services

Mike Darrow explained that the growth of the City and evolving recycling needs have necessitated a review of the City's refuse and recycling service/operations. Staff has identified the following needs: to ensure consistent and sustainable refuse and recycling services are offered to all residents; to contract for refuse and recycling collection in city parks; to reduce wear and tear on roads and alleys; and to create updated contracts for services. Staff has drafted a Request for Proposals (RFP) based on feedback from roundtable discussions and resident input; the draft RFP has been presented to the Public Works Committee. Mike Darrow is asking the Public Works Committee for approval to present the draft RFP for Residential Recycling Collection and Disposal Services to the City Council.

Mike Montello made a motion to present the draft RFP for Residential Recycling Collection and Disposal Services to the City Council at their May 30 work session, noting changes to items 2.3 and 2.6, seconded by Jim Zajkowski and carried.

Communications and Miscellaneous

Jeremiah noted bids were opened this afternoon for the 2018 Fog Sealing ad for the 2018 Crack Filling ad. He will present the bid information at the May 14 City Council meeting.

There was discussion on the compost site. The hours were extended last summer so it is now open seven days a week from 8:00 a.m. until dusk. There has been a large increase in the volume of materials being disposed of, some of which come from commercial lawn care businesses. Questions have come up such as: is there a desire from the Public Works committee to capture costs from these commercial companies; should video cameras be installed or stickers issued to ensure that only City residents are using the compost site? The committee will address these items at a future meeting.

Mike Montello moved to adjourn the meeting, seconded by Craig Kittel and carried.

Meeting adjourned at 4:43 p.m.

Minutes submitted by Lori Brinkman